

MEMORANDUM FOR: DD/M&S Records Management Officer
 FROM : Office of Logistics Records Management Officer
 SUBJECT : Status of Records Control Schedules

1. Reference is made to a listing dated 25 Feb 74 subject as above. Some adjustments should be made in your records to reflect the current status of the OL Records Control Schedules.

2. Schedule 34-60-M, Transportation Div., O/C, Admin. Staff and P&CS should be removed from your books. This Division was abolished - all records listed for the Admin. Staff were temporary in nature and no longer maintained nor are any deposited in the Records Center. For Records of the P&C Staff, Item 9a can be found in Schedule 3400.02 - OK Item 3. Item 11 of the P&C Staff schedule is now found in Schedule - OK 3410.03 Item 9a. All other items were peculiar to the administration - OK of that Division which is no longer in existence.

3. Your list does not reflect the correct schedule number **STATINTL**

4. The Emergency Planning Office (Schedule 30.01-70) functions transferred to the Office of Logistics are now contained in Schedule 3404. Below is the cross reference information for the 2 schedules:

Old Schedule 30.01-70

Items

- 1
- 2 - No longer in existence
- 3,4,5,6, & 8
- 7*(Chronos-formerly PERMANENT
- 9

New Schedule 3404

Items

- 1
- 6 a & b
- 3*Now re-evaluated
- 11 as TEMPORARY

Since this is no longer a separate office function, as in the past, the majority of the papers fall into Item 6 of the new schedule.

per
signature
of CIA/
RMO
below.

5. If you have any questions on these adjustments, please call.

STATINTL

cc: RAB Attn Pat

*Approved: Re-evaluation and transfer of Emergent Chronos from RC Schedule 30.01-70, I RCSchedule 3404-73 TEMPORARY Item 3. of EPO prior to this memo will be under

All actions of this memo taken as any old & copies of memos filed throughout the department where action is required.